

## Apartment Blocks / Multi-unit Dwellings (MUDs) – Requesting Shared Bins

If you live in an Apartment Block, Unit or MUD, we understand that space within your property or the common property may not allow storage of four bins per unit. There are four overall options for you:

1. **Standard Service** - Each unit, flat or apartment has their own set of four bins
2. **Shared Bins** – For the whole property or apartment block
3. **Shared Bins** - For some units or dwellings in the block
4. **Private Waste and Recycling Service** - The whole property or apartment block having a private service and no bins provided by Council to any units, flats or apartments

This document explains the steps to choose and obtain the service that works for you and your fellow residents in an apartment block or MUD.

### Shared Bins – Whole Property

Council identified some of the larger blocks and has provided shared bin arrangements for these properties as part of the standard roll out. For these properties we have provided the following shared bins:



This approach provides all residents with access to the four bins, while only increasing the total number of bins at the block or MUD by 20%.

We know that not all apartments or MUDs were included in this initial roll out. However, if shared bins are going to work better for you, we can provide this.

### Getting Shared Bins

Before shared bins can be provided, there are some steps to do first. Most importantly, you need agreement to share bins. Unfortunately, one resident cannot make a decision for a whole block.

Start by talking with your neighbours and other residents in the block or MUD. Also make contact with your Owners Corporation (formerly Body Corporate) or Building Manager if you have one.

See if it is an issue for all units or dwellings or just some of them. If it is clear that the whole block wants to share bins, then we need a formal request. Following receipt of an authorised written request, a staff member will contact you and work to get the right set of bins for your needs.

### **Authorised Written Request**

We require written communication from the Owners Corporation or from an authorised Building Manager asking for shared bins for the whole block. Likewise, if the whole block has decided to move to a private service this needs to come from the Owners Corporation or from an authorised Building Manager. This may require a meeting of the Owners Corporation to be called and held in order to authorise this. You should refer to your Owners Corporation rules or the model rules for them at Consumer Affairs Victoria <https://www.consumer.vic.gov.au/housing/owners-corporations/rules-and-resolving-disputes/model-rules><https://www.consumer.vic.gov.au/housing/owners-%20corporations/rules-and-resolving-disputes/model-rules>

If it is only some of the units or dwellings that have space issues and want to share bins, then a written request signed by each of the ratepayers for those units or dwellings will be required. Please complete the form and forward it to Hobsons Bay City Council:

- Scanned copy emailed to [customerservice@hobsonsbay.vic.gov.au](mailto:customerservice@hobsonsbay.vic.gov.au)
- Post to PO Box 21, Altona VIC 3018
- In person to the Civic Centre at 115 Civic Drive, Altona.

Note that there may be approximately a 3-4 week wait from receipt of your completed request to process this.

### **Cost of Service**

Where all residents have Council's four-bin system, cost of service has been consolidated into a simpler structure. Residents in apartments or MUDs who share bins would be eligible for a reduced charge by sharing majority of glass and food & garden bins.

For more information on Council's four-bin service, visit Council's website <http://www.hobsonsbay.vic.gov.au/recycling>

## Multi-unit Dwelling (MUD) / Apartment Request for Waste Service Changes – Shared Bins

- Form for:
- Requesting Shared Bins for the Whole MUD / All Units
  - Requesting Shared Bins for Some Units / Dwellings

Address of MUD / Apartments:

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We are the ratepayers (or authorised representatives) of the following properties:

Unit / Apartment Number	Property Number on your Rates Notice	Name – Ratepayer/ representative	Signature of Ratepayer

*\* If more space is needed, please attach copy(s) of this page with the remaining details*

We represent ALL  / SOME  of the units in the whole block.

We would like to request the following SHARED BINS for our  units/dwellings:  
(insert number)

Bin	Number of Bins – please insert numbers				
	Recommended*	Current	To keep	New requested	Council to remove
 Garbage 120L	All removed				
 Garbage 240L	1 for every 2 units				
 Food & Garden 120L	1 for every 2 units				
 Food & Garden 240L	1 for every 4 units				
 Glass 120L	1 for every 2 units				
 Recycling 240L	1 for every unit				

*\* These are recommendations, but please insert the numbers you believe would work best for you.*

Contact details for the representative of our Apartment/MUD submitting this request:

<b>Name:</b>	<b>Phone:</b>
<b>Postal Address:</b>	<b>Email:</b>

Next Steps: Council staff will review your request against the recommended number of bins, and contact you to discuss how we can meet your waste bin needs. Note that it may take 3-4 weeks to schedule this.